

As many of you know (and may already be participating in), the Indiana Department of Education and the Indiana Commission for Higher Education have been working in partnership over the last year to develop and rollout a system for managing the electronic ordering and delivery of Indiana high school transcripts to the state's colleges and universities. All of our public postsecondary institutions are already receiving these transcripts and over 225 of Indiana's high schools are live on the system.

This first phase of the e-Transcript Initiative serves as a secure and cost-effective means for electronically transferring high school transcripts amongst secondary schools as well as to postsecondary institutions. Perhaps more importantly, it will also greatly accelerate the migration to complete and consistent transcripts in machine-readable form critical for efficient electronic transfer and admissions processing (without creating additional work for school IT departments).

Toward this goal, working with a Project Advisory Committee comprised of corporation, high school and state-level education representatives, an e-Transcript Common Report (ETCR) format for vendors has been defined and is now posted on the IDOE website within the STN homepage <http://www.doe.state.in.us/stn/commletters.html> and is also being disseminated to all SIS vendors with Indiana customers. We need each SIS vendor, as soon as feasible, to create this simple report which will then be used by all Indiana schools when processing transcripts electronically. Putting in-place this common report format will greatly reduce ongoing project maintenance and, very importantly, move us forward towards our objective of being able to deliver standardized transcript data. This will provide the platform we need for future derivative benefits, such as diploma audit and scholarship eligibility services. This will not require the school to conform to any new data standards, only a simple new report format for their existing transcript data sent through the e-Transcript Initiative.

Please inform your SIS vendor that you wish them to provide you with this new report. If they have questions about this please have them contact Docufide at ETCR@docufide.com or call (310) 309-3722 ext. 624.

The Indiana Department of Education and Commission of Higher Education greatly appreciate your cooperation in supporting this project. We are excited about the opportunities a common transcript report will provide Indiana students and schools.